



## Welcome 2021 Municipal Candidates!

Thank you for your interest in Braselton Town government. The Mayor and Town Council determine policies, enact legislation, and provide political leadership in the community. All Town elections are non-partisan; candidates do not run as a member of a political party and their party affiliations are not relevant to their positions in Town government.

Elected officials hold office for four (4) year terms and/or until their respective successors are elected and sworn in. There are no term limits. The council members who hold Posts 1 and 3 shall be elected in the same year; the Mayor and council members who hold Posts 2 and 4 shall be elected in the same year. These offices are part-time positions, compensated by a monthly salary. Currently, the compensation guidelines are \$1000 per month for the Mayor, and \$500 per month for council members. Regular meetings are scheduled for the second Monday of every month at 7 pm with a work session the Thursday before the second Monday at 4 pm.

Candidates are required to meet the following criteria for the November 2, 2021 election:

1. Must be a resident of the Town of Braselton, or their particular district, for at least six months prior to qualifying
2. Must be registered to vote
3. Must identify which district for which you are qualifying (*for 2021, Post 2 or 4*)
4. Submit "Notice of Candidacy and Affidavit" to Town Clerk/Election Superintendent, Jennifer Scott
5. Submit the qualifying fee of \$180 for Council or \$360 for Mayor (3% of pay).

Additional requirements are to:

1. Complete candidate Notice of Candidacy & Affidavit
2. Submit all state-required reports such as the Campaign Contribution Distribution Report (CCDR) and Personal Financial Disclosure Statement (PFD)
3. Submit any additional documents that apply specifically to your campaign.

**For the 2021 municipal election, all persons desiring to run for the office of Town Council member shall qualify in the office of the Town Clerk of the Town of Braselton, located at 4982 Highway 53, Braselton, Georgia 30517, between the hours of 8:30am - 4:30pm on Monday, August 16, Tuesday August 17th, or Wednesday August 18, 2021. (O.C.G.A. 21-2-132)**

Successful candidates take office at the first organizational meeting in January following the election. Once elected, they must continue to reside in the Town of Braselton during their periods of service and remain registered voters. Additionally, they may not hold any other elected or appointed office or be in the Town's employment during any portion of the term for which they are elected.

Attached are additional instructions and resource information you may need while qualifying, campaigning, and serving with the Town of Braselton. Do not hesitate to email or call with questions during this process. I may be reached by email at [jscott@braselton.net](mailto:jscott@braselton.net) or by calling 706-654-5720. Good luck! Again, thank you for your interest in representing the Town of Braselton.

Jennifer Scott  
Town Clerk/Elections Superintendent

**THE "TOP TEN"**  
IMPORTANT CANDIDATE INFORMATION

1. Visit the Georgia Government Transparency & Campaign Finance Commission (GGTCFC) website [www.ethicsga.gov](http://www.ethicsga.gov) for all pertinent campaign forms, disclosure requirements and the filing schedule for reporting. (See attachment for definitions and details.) *Failure to adhere to any of the requirements may result in monetary fines.*
2. *The Town of Braselton provided a District Map for download on our website at [https://www.braselton.net/Braselton-Council-District-Map-2019\\_07\\_30..pdf](https://www.braselton.net/Braselton-Council-District-Map-2019_07_30..pdf)*
3. *"Affidavit of a Candidate's Intent Not to Exceed \$2,500" - O.C.G.A. 21-534(d.1)*  
*Any candidate who does not plan to accept more than \$2,500 in contributions or expend more than \$2,500 in expenditures during an election cycle may file an affidavit, which minimizes the required reporting.*
4. Prior to accepting ANY campaign funding, all interested persons must complete a "Declaration of Intent" form (2021 version attached), and turn it in to the local filing officer (Braselton Town Clerk/Elections Superintendent).
5. If you are new to municipal government, a publication entitled "Handbook for Georgia Mayors and Councilmembers" is available through the Georgia Municipal Association (GMA) website [www.gmanet.com](http://www.gmanet.com) and may be very helpful to review.
6. Interested parties QUALIFY as a candidate by filing the "Notice of Candidacy and Affidavit" in person with the Town Clerk at Braselton Town Hall, 3167 Main Street, Braselton GA, along with the appropriate qualifying fee (\$360 for Mayor and \$180 for Council), anytime between 8:30 am - 4:30pm on one of the following dates:

August 16, 2021  
August 17, 2021  
August 18, 2021
7. New candidates complete "Candidate Contact Information," email the form, a short bio and photograph to [jscott@braselton.net](mailto:jscott@braselton.net). All this information is available to Public.
8. An electronic "Voter Registration List" is available through the Secretary of State/Elections Division for a fee. Visit their website at <https://georgiasecretaryofstate.net> and choose voter list.
9. Candidates must adhere to guidelines regarding Campaign Signage. Signs cannot be placed in the rights of way or on any property without the permission of the property owner.
10. All candidates should familiarize themselves with the Constitution of the State of Georgia and may find the Rules and Regulations of the State Election Board helpful as well. Elected officials as well as board and commission members are expected to adhere to the standards of conduct as set forth in the "Town of Braselton Code of Ethics Ordinance for Town Officials."

TO: Town Clerk Jennifer Scott, Superintendent of Elections, Town of Braselton, State of Georgia

**NOTICE OF CANDIDACY AND AFFIDAVIT  
TOWN OF BRASELTON, GEORGIA**

I, the undersigned, being first duly sworn on oath, do depose and say: my name is \_\_\_\_\_;

my residence address is \_\_\_\_\_;  
(Number) (Street) (Town)  
\_\_\_\_\_  
(County) (State) (Zip Code)

my post office address is (if different) \_\_\_\_\_;

my telephone number(s) are \_\_\_\_\_;  
(business) (home) (cellular)

my profession, business, or occupation (if any) is \_\_\_\_\_;  
the name of my precinct is \_\_\_\_\_; I am an elector of the Town of Braselton, eligible to vote  
in the election in which I am a candidate; the name of the office I am seeking is \_\_\_\_\_  
(Mayor or Council District number); my date of birth is \_\_\_\_\_; I have been a legal resident of  
the State of Georgia for \_\_\_\_\_ consecutive years; I have been a legal resident of my District for \_\_\_\_\_ consecutive  
years; I have been a legal resident of the Town of Braselton for \_\_\_\_\_ consecutive years; I am a citizen of the United  
States; I am eligible to hold such office; I am a candidate for such office in the Town of Braselton election to be held on  
the 2nd day of November, 2021;

I have never been convicted and sentenced in any court of competent jurisdiction for fraudulent violation of primary or  
election laws, malfeasance in office, or felony involving moral turpitude and conviction of domestic violence under the  
laws of this State, any other State, or of the United States, or, if so convicted, that my civil rights have been restored; and  
at least ten years have elapsed from the date of the completion of the sentence without a subsequent conviction of  
another felony involving moral turpitude; I am not a defaulter for any federal, state, county, municipal, or school  
system taxes required of such officeholders or candidate if such person has been finally adjudicated by a court of  
competent jurisdiction to owe those taxes, but such ineligibility may be removed at any time by full payment thereof, or  
by making payments to the tax authority pursuant to a payment plan, or under such other conditions as the General  
Assembly may provide by general law (pursuant to Ga. Const. Art. II, Sec II paragraph III); I will not knowingly violate  
any provisions of the Georgia Election Code (O.C.G.A. Sec. 21-2) or of the rules or regulations adopted thereunder.

I understand that any false statement knowingly made by me in this Notice of Candidacy and Affidavit will subject me  
to criminal penalties as provided by law and I hereby request you to cause my name to be placed on the ballots to be  
used in such election as a candidate for the office I am seeking.

\_\_\_\_\_  
(Signature of Candidate)

Sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
(Notary Public)

My Commission Expires: \_\_\_\_\_  
(Required by OCGA 21-2-132)

I desire that my name appear on the ballot as follows:  
(the surname of the candidate shall be as it appears  
on the candidate's voter registration card):

Should I be elected, I desire that my name  
appear on official documents as follows:

\_\_\_\_\_  
(please print)

\_\_\_\_\_  
(please print)

Check only one:

[ ] I hereby render cash/check in the amount of \$\_\_\_\_\_.  
NAME OF BANK: \_\_\_\_\_ CHECK NUMBER: \_\_\_\_\_

[ ] I hereby file a Pauper's Affidavit, accompanied by a qualifying petition as prescribed in  
O.C.G.A. Sec 21-2-132(g), in lieu of paying the qualifying fee.

## CANDIDATE CONTACT INFORMATION

Once you have successfully qualified to run for office in the Town of Braselton, the following information will be provided to the local media upon request as well as posted on the Town website. Please provide the information that you would like the press or public to use to contact you with any questions.

CANDIDATE NAME: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

EMAIL CONTACT: \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_

WEBSITE (IF ANY): \_\_\_\_\_

SOCIAL MEDIA ADDRESSES (Facebook, Twitter, Instagram, etc.):

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### SHORT BIOGRAPHY:

Please provide information about yourself in 250 words or less in Microsoft Word format. This may include resume type information along with reasons why you are running for office. Email your bio to [jscott@braselton.net](mailto:jscott@braselton.net) *Note that all content is subject to review by the Elections Supervisor prior to posting on the Town website.*

### PHOTO/HEADSHOT:

Please provide a recent photograph of yourself for posting on the website. It is recommended that you use a headshot. Email the photo to [jscott@braselton.net](mailto:jscott@braselton.net)